



MARYLAND DEPARTMENT OF HEALTH Developmental Disabilities Administration

Creating a flexible, person-centered, family-oriented system of supports so people can have full lives.

DDA Transformation Update

The DDA Transformation Newsletter / December 19, 2018

A message from Deputy Secretary Bernard Simons



As the year comes to an end, this will be our last transformation newsletter of 2018. I would like to take this opportunity to express my deepest and sincerest gratitude to all our stakeholders.

We could not do this without you! Thank you for being instrumental in partnering with the DDA. Just this year we were able to move people from the waitlist into services through the creation of two new waivers, develop and expand our services, and launch Long-Term Services and Supports (LTSS). Your passion, dedication, advocacy, feedback, and recommendations help us better serve people and families with developmental disabilities. We could not do what we do without your continued support and for that we thank you.

Our work is not done. We look forward to continuing our transformation implementation work in 2019.

From the DDA family to yours, happy holidays and best wishes of hope, health, and happiness for the new year!

Professional Development



The DDA had the opportunity to provide training to the Kennedy Krieger Institute staff from their CORE Foundations School Programs, Parents and Children Together (PACT), Maryland Center for Developmental Disabilities, Social Work, and the Center for Autism and Related Disorders. The training included information on the DDA's eligibility definition, priority categories, person-centered plans, and the three DDA Waivers. Our goal

is to provide as much education and information to the community at large and our stakeholders so that they are fully informed about the DDA's ongoing efforts.

Employment First- Career Exploration

As a reminder, now is the time to start aligning people that receive Meaningful Day services with the proper service(s) defined in the Waivers. This is particularly important if the person is *engaged in in any of the activities outlined below* and currently receives Supported Employment and/or Day Habilitation Services. The realignment should happen at a person's regularly scheduled annual Person-Centered Planning meeting. Further realignment to the appropriate new Employment Services will happen prior to July 1, 2020.



Career Exploration: Facility-Based

- A person who is currently engaged in paid employment in a licensed facility, either at minimum wage or above (not including time limited generic paid, unpaid internships, or apprenticeships for development of employment skills)
- A person who is doing work under an individual contract but being paid by a licensed provider, either in the facility and/or in the community

Career Exploration- Small Group Supports

- A person who engages in paid employment in a group between two (2) and eight (8) people (including the participant) where the group completes work tasks on a contract-basis
 - work must be conducted at another site in the community that is not owned, operated, or controlled by the licensed provider
 - Support models include enclaves, mobile work crews, and work tasks on a contract-basis
 - The licensed provider is the employer of record and enters into the contract on behalf of the group

Career Exploration- Large Group Supports

- The person engages in paid employment in a group between nine (9) and sixteen (16) individuals (including the participant) where the group completes work tasks on a contract-basis.
 - This work must be conducted at another site in the community the is not owned, operated, or controlled by the licensed provider
 - The licensed provider is the employer of record and enters into the contract on behalf of the group

Requirements for authorization

To be authorized to receive Career Exploration services (Facility-Based, Small Group, and Large Group), a person must:

- Have competitive, integrated employment-related outcomes and goals in their current Person-Centered Plan (PCP) for the service to be approved
- Barriers to employment and action plans to address them should be noted in the PCP

Further Guidance

For more in-depth guidance related to Career Exploration and Meaningful Day Service(s) alignment, you can review the Nov. 16 webinar materials entitled *Bringing it All Together: Part II* on the [Employment First archived webinar page here](#).

Long-Term Services and Supports (LTSS)

The DDA is actively working on additional LTSS functionality to further the long-term goals of creating a more flexible, person-centered, and family-oriented system of supports so that people can lead full lives. Over the last few months, the DDA has refined the schedule for the next two major releases of functionality.

July 2019 Release - New Waivers and Detailed Service Planning and Authorization Functionality

This next major release will include functionality in LTSS for the DDA's Community Supports and Family Supports Waivers, which are currently managed outside of the system. It will also include detailed service planning tools and authorization functionality necessary to support the provision of new services authorized in the waivers and the coming transition of the provider payment system. The DDA has adjusted the schedule of this release to provide additional time to:

- Conduct an independent validation of the rate setting work given the significance of the effort
- Allow all providers to complete the provider Medical Assistance number (MA) re-enrollment process through ePREP (necessary for provider billing and payment through LTSS)
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July 2020 Release - Provider Billing and Payment Functionality

This release includes functionality for provider acceptance of plans, billing of services, and payment for services rendered under the new rates and payment process. The DDA has adjusted the schedule of this release slightly to provide additional time for:

- The completion of PCPs in LTSS for all individuals receiving services from the DDA
- Providers to implement functionality for the upload of service activities into LTSS
- A limited pilot of billing functionality

As part of this effort, the DDA continues to work with a small group of providers to discuss specific functionality that providers will need in LTSS for billing and payment. While much work remains, the DDA is very appreciative of the collaborative nature of this group as we continue to work towards this functionality.

Provider Medical Assistance Numbers and Site-Based Enrollment

As you may already be aware from the Nov. 9 newsletter update, the Maryland Department of Health (MDH) is transitioning to a new automated Medicaid provider enrollment system. The ePREP system is the new system that providers will use to enroll as a Medicaid provider. This process is required for all providers in order to be assigned a new MA that will be used in future billing for LTSS.

In-person training sessions for ePREP have been designed by the DDA and will cover base enrollment and site enrollment instructions for all DDA providers. Attendance at one of the training sessions is REQUIRED, before enrolling in ePREP.

Training sessions will be conducted throughout Maryland in the months of December and January only.

To register for training sessions, please visit

http://events.r20.constantcontact.com/calendar/monthview?eso=001qyf_MFnJwY_n7IYnREKVKw%3D%3D&llr=pce56arab

Please note: The DDA training calendar will continually be updated with additional training sessions for Western, Southern and Central Regions and will reflect when registration is full for each session.

Please do not attempt to enroll in ePREP if you have not completed one of the DDA provider training. Errors in enrollment are difficult to correct and may lead to billing issues once DDA converts to the LTSS billing.

The Mandt System ®

In the last transformation newsletter update of Nov. 9, there was information communicated regarding updating behavior plans into Mandt language and that Behavior Support Services (BSS) provider would need to do an Modified Service Fund Plan Request (MSFPR). Please note that if the behavior plan update is strictly to change the language to reflect Mandt technique language and not to alter any interventions based off of the person's needs or change in behaviors, then BSS providers do not have to use the MSFPR. BSS providers may use the monthly invoices and cost detail sheet that is found on the DDA's website at [Community Pathways Waiver BSS Invoice Template](#) . If a plan is being updated and interventions are changing due to the individual's behavioral needs, then the MSFPR must be used.



There are two train the trainer sessions left in December. If you have not signed up a trainer and would like to do so, or if you would like to add another trainer to your agency, please sign up as soon as possible.

If you have any questions regarding Mandt issues, please email Dr. DePasquale at meg.depasquale@maryland.gov .

Maryland Positive Behavior Supports

We are moving forward with a statewide organization implementation of Positive Behavioral Supports (PBS) through the Institute on Community Integration at the University of Minnesota. The primary aim of this pilot is to establish person-centered and proactive settings that support the adoption and sustained use of evidence-based PBS practices. Organization-wide PBS uses data, systems, and practices to improve quality of life outcomes for people with developmental disabilities across home, school, work, and community settings.

Dr. Rachel Freeman and her team will visit Maryland to work with the DDA leadership team, as well as the eight pilot organizations to train organization-wide PBS leadership teams and provide technical assistance and guidance during this pilot. Through on-site visits and virtual technical assistance, they will provide feedback and communication regarding performance, data review, organizational-level outcomes, and support to build initial training and coaching capacity. Dr. Freeman is the director of state initiatives for the Institute on Community Integration at the University of Minnesota. She has been actively involved in PBS, statewide technical assistance systems for evidence-based practices, evaluation design and implementation, and person-centered practices for more than 25 years. Dr. Freeman conducts research and provides consultation and technical assistance at the state, regional, and local levels to teams implementing PBS and other practices within intellectual and developmental disability organizations, education, juvenile justice, and mental health systems.

There will be a DDA leadership meeting at the end of January 2019 to review content of the curriculum, as well as the dates of implementation within the eight organizations that are part of this pilot. We are looking to have our first kick off meeting with the eight organization before the end of March 2019.

Community of Practice Supporting Families- Charting the LifeCourse



On Dec 4 and 5 the DDA hosted a *Family and Advocate Leadership Summit* at the Hussman Institute for Autism and attended by family members and people with developmental disabilities, executive leadership and staff of family and self-advocacy organizations, and other systems interested in building the capacity of families and people with developmental disabilities. Utilizing the lens of Charting the LifeCourse (CtLC) framework, national consultants from the University of Missouri- Kansas

City Institute for Human Development provided professional development on cultural and linguistic proficiency, family dynamics, navigation of programs and organizations, communication, decision-making, partnerships, and relationships.

In addition, attendees drafted a vision for enhancing *Family and Advocate Leadership* in Maryland, outlined outcomes, identified key stakeholders, and strategies for stakeholder engagement to achieve the agreed upon vision and outcomes.

Over the next six months 15 family members and self-advocates will participate in the national CtLC Ambassador's Series. This Series will provide them with extensive knowledge of the CtLC principles, language, tools, and their application. Graduates, both family members and advocate leaders, will engage the principles of the CtLC when working with other people, families, organizations, and local and statewide systems to create better lives, regulation, policy, programs, and practices across the lifespan. Leaders will establish a *Family and Advocate Leadership Collaborative*, undertake its work, and support the effort of the DDA and the Maryland Community of Practice to better support families across the lifespan.

To learn more, please contact Mary Anne Kane Breschi at mary.kane-breschi@maryland.gov or via phone at 410-767-8880.

Coordination of Community Services (CCS)



In the past few months, the DDA has been committed to involving the CCS agencies and stakeholders in training, presentations, and workgroups to focus on leadership skills that will support and improve outcomes for people with developmental disabilities. The DDA and the CCS staff participated in a week-long training with the National Leadership Consortium on Developmental Disabilities through the Maryland Leadership Institute. The training involved engaging exercises that addressed the organizational changes as we approach compliance with the CMS Community Settings Rule. The two groups also discussed how to strengthen their shared vision for people striving towards *The Good Life*.

The Maryland Leadership Institute was designed to incorporate person-centered strategies from the broader systems approach to services and supports to develop individualized plans that address specific challenges facing each organization as the DDA transformation unfolds. Lynn Seagle, the executive director of Hope House Foundation in Virginia, focused on inclusion exercises, such as a presentation on *Participatory Management*. Ms. Seagle described the positive effect of empowering all people to ‘have a say’ before Hope House implemented changes that lead to holistic and individualized supports. This change allowed the agency leadership to meet internal staff needs and prevented decisions being made without input from the recipients of services, along with their loved ones. Even though compromises were made, each team member understood that they had a personal stake in seeing the process through to a successful end in order to ensure that truly individualized supports would be delivered.

Rosemary DiPietro, a CCS leader, reflected on the week-long experience, saying “*DDA sponsoring my participation in the Maryland Leadership Institute has forever moved me from the old way of doing business! I now have confidence to build and strengthen partnerships and will take risks to express my efforts creatively while engaging my community to truly support people as they endeavor to live their Good Life.*”

To learn more about the National Leadership Consortium on Developmental Disabilities, check out their website at <http://nlcdd.org>.

Capacity Building

DDA is still looking for qualified providers to serve children in the Family Supports Waiver. This is a great opportunity to support children and their families who are in need of DDA supports. Providers who are interested should review the Family Support Waiver provider requirements available [here](#) and submit an [application](#) as directed.

Did you know?

Respite services are short-term care services intended to provide both the family or other primary caregiver and participant with a break from their daily routines. There are three respite service options including:

- Respite provided on an hourly basis in the home of the person, family, friend, etc.
- Respite provided in a DDA licensed home
- Respite provided in a camp

Respite provided in a home or DDA licensed home will include an individual or staff person to supervise or watch over the participant.

People and families interested in engaging in community activities or learning new skills while the family or primary caregiver is taking a break from caregiving responsibilities should consider exploring Community Development Supports and Personal Supports.

Community Development Supports and Personal Supports provide teaching and community engagement opportunities to support the person being actively engaged compared to supervision supports under in-home respite services.

STAY CONNECTED TO DDA THROUGH FACEBOOK



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